

No: MSACS/Proc/Mechanical Pipette/09-10/

Date: 24/09/2009

Sub: Invitation of Quotation for "ICTC Equipment - Mechanical Pipette"

Dear Sir/Madam,

- 1) Sealed competitive quotations are invited by the undersigned for the procurement of following items from reputed manufacturers and authorized distributors. The configuration is as follows:

S. N.	Brief Description of the Items	Specifications	Qty.	Delivery Period	Delivery Place
1.	ICTC Equipment:	Mechanical Pipette: 1. Single touch locking. Locks any desired volume. 2. Having push button cum volume setting knob. 3. Unique finger rest to eliminate risk of slipping. 4. Tip Ejector to remove contaminated tips without handle coming in contact. 5. Ergonomically designed. 6. Ejector pipe & nozzle cylinder to be autoclavable up to 1210c. 7. Should dispense liquid upto last microliter. 8. Having clear digital display. 9. Warranty - 2 years replacement.	91 nos.	Within 30 days from the date of award of contract	Delivery at 7 Circles in the Maharashtra

- 2) Government of India has received a credit from the International Development Association (IDA) and a Grant from the Department for International Development (DFID) in various currencies equivalent to US \$ 250 million towards the cost of the National AIDS Control Programme - III project and intends to apply a part of the proceeds of this credit to eligible payments under the contract for which this invitation for quotations is issued.

3) **Quoted Price:**

- ❖ **The bidder may quote the rate for above separately in the format of quotation attached alongwith the inquiry letter.**
- ❖ All duties, taxes and other levies payable by the contractor (other than Sales Tax /VAT) under the contract shall be included in the item rate. Sales Tax/VAT if any should be quoted separately.
- ❖ A local Supplier shall be entirely responsible for all taxes, duties, license fees etc.
- ❖ The rates quoted by the quoter shall be fixed for the duration of the contract and shall not be subjected to any adjustment on any account.

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- ❖ Rates for partial quantity of an item are not acceptable.
 - ❖ Corrections, if any, shall be made by crossing out, re-writing, initiating, and dating.
 - ❖ Telex or Facsimile quotations are not acceptable.
- 4) **Each Quoter shall submit only one quotation.**
 - 5) **Payment Terms:**
100% payment shall be made within 15 days after delivery of the goods & submission of bill alongwith the acknowledgement receipts in the format given by MSACS duly filled and signed by the competent authority containing quantity of goods received, whether goods received in good condition.
 - 6) **Validity of Quotation:**
Quotation shall remain valid for a period not less than 45 days after the deadline fixed for submission of quotations.
 - 7) **Evaluation of Quotations:**
The purchaser will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed and conform to the terms, conditions, Qualification Requirement and specifications in the following manners:
 - a. The evaluation will be done excluding the sales tax / VAT. If the quoter has included the sales tax/ VAT in his quotation for the items rate, it will treated as though it is exclusive of the sales tax / VAT and no downloading of sales tax / VAT will be made.
 - b. The evaluation would be done for per unit rate. The items for which no rates have been quoted would be treated as non-responsive and the total amount would be computed accordingly. The quoter who has quoted for partial quantity of any one or more item would be treated as non-responsive.
 - c. The purchaser will award the contract to the lowest responsive bidder in each category of items.
 - 8) **Award of Contract:**
 - a) The purchaser will award the contract to the quoter whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.
 - b) The purchasers reserves the right at the time of award of contract to increase or decrease the quantities of items indicated in para 1 above by 20% without any change in the unit price or any other terms and conditions.
 - c) The purchaser prior to the expiration of the quotation validity period will notify the bidder whose quotation is accepted of the award of contract. The successful quoter shall enter into an agreement with the purchaser on award of the contract.
 - d) Notwithstanding the above, the Purchaser reserves the rights to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

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- e) Incomplete, irregular, unsealed and quotations received after the due date and time will not be considered.
- f) Normal commercial warranty/guarantee 12 months shall be applicable to the supplied goods.
- g) If the quotation is accepted, the quoter will have to supply the goods within 10 days to the destinations from the date of receipt of Purchase order.
- h) Percentage of Quantity increase and decrease shall be 20% (Rounded off to the next whole number).
- i) Free maintenance service shall be provided by the supplier during the period of warranty.
- 9) **Penalty:**
- a) For delayed supply - 1/2 % of the value of the contract per week or part thereof after expiry of the delivery period subject to maximum 10%.
- b) Variation in specification - material will be rejected and cost of the said material will be recovered from the supplier.
- c) Defective material any items found to be of Sub Standard quality, shall be replaced immediately by the supplier.
- 10) **Qualification Requirements:**
1. Copy of the Registration Certificate of the firm (e.g Co-registration, Shop registration etc).
2. Copy of the Sales Tax / VAT Certificate.
3. Copy of the Pan Card.
- 11) **Last Date and Time of receipt quotations:**
The quotations should be sent in sealed envelope in the name of "Project Director" at above address.
- a) **You are requested to provide your offer latest by 3.00 p.m. on 05/10/2009.**
- 12) **Quotations will be open in presence of the Procurement Committee at 3.30 pm on 05/10/2009 in the office of the MSACS.**

We look forward to receive yours quotations and thank you for your interest in this project.

Sd/-

**Addl. Project Director
MSACS**